

## **Policy Academy for State and Local Policymakers Improving Access to Mainstream Services for Persons Who are Homeless: Focus on Homeless Families with Children**

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*La Posada de Santa Fe  
Santa Fe, New Mexico  
November 26-28, 2001*

### **Agenda**

#### **Objectives:**

- To assist State and local policymakers to develop an Action Plan intended to improve access to mainstream health and human services that are coordinated with housing for homeless families with children;
- To create and/or reinforce relationships among the Governor's office, State Legislators, key program administrators, and stakeholders from the public and private sectors;
- To provide an environment conducive to the process of strategic decision making; and
- To assist State and local policymakers in identifying issues or areas of concern that may result in a formal request for technical assistance.

#### **Monday, November 26, 2001**

3:00 p.m.      **Registration**      **[Montana Ballroom Foyer]**

5:00 p.m.      **Working Dinner**      **[Montana Ballroom]**

#### **Welcome and Opening Remarks**

- **Lynette Araki, Department of Health and Human Services (HHS)**
  - Videotape greeting from HHS Secretary Tommy G. Thompson
- **John Garrity, Department of Housing and Urban Development (HUD)**
  - Videotape greeting from HUD Secretary Mel Martinez
- **Lawrence Bartlett, Health Systems Research, Inc. (HSR), Facilitator**

#### **Introductions of State Team Members, Faculty and Resource Persons Brief Presentations by Each Team**

7:30 p.m.      **Adjourn**

## **Tuesday, November 27, 2001**

- 7:30 a.m.      **Registration and Light Refreshments**                      **[Montana Ballroom Foyer]**
- 8:15 a.m.      **Overview of the Day**    **[Montana Ballroom ]**  
– Lawrence Bartlett
- 8:30 a.m.      **Personal Account: A Formerly Homeless Mother Recounts What Helped Her and Her Children Get Out (and Stay Out) of Homelessness**  
– Michele McNurlin, St. Elizabeth Shelter
- 8:45 a.m.      **State Teams Response to the Personal Account**
- 9:30 a.m.      **What We Know That Works: Identifying Evidence-Based Practices and Best Practices Models for Homeless Families – What Are the Policy Implications for States?**  
– Phoebe Soares, Better Homes Foundation
- 10:15 a.m.     **Elements of a Successful Action Plan/Charge to the Teams**
- The Vision
  - The Reality Assessment
  - Priorities/Goals
  - Strategies/Tactical Plans
  - Action Steps/Work Assignments
- 10:30 a.m.     **Break**
- 10:45 a.m.     **State Team Session One: Vision Statement and Reality Assessment**
- **Vision Statement** (finalized based on draft developed by State Team prior to Policy Academy)
    - ◆ Statement of purpose
    - ◆ Picture of Team’s ideal future (independent of current reality)
    - ◆ Reference point for all future decisions
  - **Reality Assessment**
    - ◆ Inventory/review of: current programs/activities, key challenges, previous policy actions, current political environment
    - ◆ SWOT Analysis (strengths, weaknesses, opportunities, threats)
    - ◆ Provide context
    - ◆ Identifies resources

12:15 p.m. **Working Lunch: Exploring Opportunities for Family Self-Sufficiency – Examining the Role of TANF and the Impact of Welfare Reform** [Montana Ballroom]

– Nancy King, Massachusetts Department of Transitional Assistance

1:30 p.m. **State Team Session Two: Reality Assessment (continued)**

2:30 p.m. **Break**

2:45 p.m. **State Team Session Three: Priority Setting**

- **Goal/Priority Setting**
  - ◆ Gaps between the Team’s vision statement and the current reality
  - ◆ Areas to focus energy and limited resources
  - ◆ Basis for planning, policymaking, and setting performance standards

**Homework Assignment:** State Teams are to prepare for tomorrow’s Poster Session by developing materials that depict your Team’s action planning-to-date including your written vision statement, reality assessment, and goals/priorities.

5:00 p.m. **Adjourn**

### Wednesday, November 28, 2001

8:00 a.m. **Poster Session: Informal Exchange among State Team Members and Faculty** [Montana Ballroom Foyer]

9:00 a.m. **Overview of the Day** [Montana Ballroom]  
– Larry Bartlett

9:05 a.m. **Making the Connection Between Housing, Services and Successful Outcomes**  
– Ann Denton, Enterprise Foundation  
– Mark Johnston, HUD

10:00 a.m. **Break**

10:15 a.m. **State Team Session Four: Tactical Planning**

- **Realistic Strategies/Tactical Plans**
  - ◆ Broad-ranging tactics requiring statewide or cross-agency efforts
  - ◆ Usually involves the combination of several courses of action
  - ◆ Should be directly related to Team’s goals and priorities
  - ◆ Includes identifying technical assistance needs

- 12:00 p.m. **Working Lunch: Facilitated Roundtable Discussions [Montana Ballroom]  
on Specific Issues/Topics**
- 1:00 p.m. **State Team Session Five: Action Steps**
- Specific activities to be undertaken based on strategies
  - Required action from specific individual or entities
  - Considerations:
    - ◆ Who is responsible for coordinating each action?
    - ◆ Who is responsible for completing each action?
    - ◆ What resources are required?
    - ◆ What is the timeline?
    - ◆ Who will be affected?
    - ◆ How will success be measured (benchmarks)?
- 3:15 p.m. **State Team Report-Outs with Faculty Feedback**
- Teams outline their Action Plans
  - Discuss progress and key barriers/challenges identified during the Policy Academy
  - Discuss how the initial vision, priorities, strategies and/or action steps may have been reinforced or changed
  - Outline next steps and timeframes
- 5:15 p.m. **Wrap up and Next Steps**
- 5:30 p.m. **Adjourn**

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sponsored by:

**U.S. Department of Health and Human Services**  
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(formerly the Health Care Financing Administration)  
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